



FY2009 (7/1/08 – 6/30/09) Annual Work Plan Whitman Conservation District

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Mission of the Whitman Conservation District:

The Mission of the Whitman Conservation District is to promote the wise, ethical, and sustainable use of Natural Resources, by leadership in the education and assistance of all people in the district. The Whitman Conservation District will promote the implementation of the best available conservation measures and provide a forum for local input on Natural Resource issues.

Natural Resource Priorities:

- Water Quality Issues (Livestock and Sedimentation)
- Soil Erosion and Soil Quality
- Conservation Reserve Program Land Management (Takeout, Grazing, Weed Control)
- Manure Management
- Wildlife Management
- Education

Program Area: Water Quality Issues (Livestock and Sedimentation)

Goal(s): By March 2013, there will be:

- 100% participation by livestock operators to have a plan in place to address water quality issues
- 100 acres of stream protected
- 20 livestock operators with enhanced manure management system
- no feedlot runoff into streams
- no need for roadside ditch cleanout (no longer a concern for the County)

Funding Source(s): WSCC Farm Plan Grant; WSCC Livestock Cost-Share Grant; DOE Centennial Clean Water Funds

Activities for FY2009	Target Dates	Person Responsible	Time (Days) Required	Estimated Funding
Provide technical assistance and incentive for the implementation of Best Management Practices on four operations	Start: 7/08 End: 6/09	Kimberly Morse Lance Horning Technician	5 - 20	\$ 1,100 PE Grant \$ 4,400
Provide technical assistance and cost-share on soil and manure sampling	Start: 7/08 End: 6/09	Technician (c/s)	4	\$ 1,000 \$ 500
Cooperate with Cattlemans Association and the Farm Bureau to conduct fecal DNA typing on the North Fork and the South Fork of the Palouse River	Start: 7/08 End: 6/09	Tom Kammerzell	24	\$10,000
Publish two related articles in The Steward / The Whitman County Gazette	Start: 7/08 End: 6/09	Kimberly Morse	2	\$ 700
Complete two shops talks and two site tours	Start: 7/08 End: 6/09	Kimberly Morse Lance Horning Technician	8 - 4	\$ 2,500 PE Grant \$ 900
Attend WRIA 34 meetings and coordinate with Palouse CD implementation activities	Start: 7/08 End: 6/09	Jack Ensley	12	Volunteer



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Program Area: Soil Erosion and Soil Quality

Goal(s): By March 2013, there will be:

- 15 producers moving from a conventional tillage system to a minimum tillage system
- an elimination of conventional summer fallow
- 25,000 acres with a reduction of soil erosion
- a promotion of mulch till with 5 producers
- 5 shop talks completed addressing soil erosion or soil quality
- an elimination of all visible ditches
- an expansion on the promotion of alternatives to burning stubble

Funding Source(s): WSCC Farm Plan Grant; Technical Service Provider Program

Activities for FY2009	Target Dates	Person Responsible	Time (Days) Required	Estimated Funding
Provide technical and cost-share assistance for the implementation of Best Management Practices: Direct Seed/No-Till/Mulch-Till; Contour Grass Buffers; Riparian Buffers; Grass Filter Strips; Grassed Waterways, etc.	Start: 7/08 End: 6/09	Kimberly Morse Lance Horning Technician (c/s)	12 - 96	\$ 2,700 PE Grant \$20,800 \$15,000
Publish two related articles in The Steward / The Whitman County Gazette	Start: 7/08 End: 6/09	Kimberly Morse	2	\$ 700
Explore a demonstration project on the different forms of no-till, mulch till, under-cutter and compare to conventional tillage – determining differences in soil quality from the different systems	Start: 7/08 End: 6/09	Jack Ensley Tami Stubbs	2 2	Volunteer Volunteer
Meet with the County Works Department and County Commissioners to get information on roadside sedimentation	Start: 7/08 End: 6/09	Dennis Kincaid Tami Stubbs Cory Aeschliman w/Council	2 2 2	Volunteer Volunteer Volunteer
Negotiate Technical Service Provider Agreements with NRCS (7/08-9/08 and 10/08-6/09)	Start: 7/08 End: 6/09	Dennis Kincaid Kimberly Morse Rich Edlund	2 2 -	Volunteer \$ 500
Continue and complete training for conservation planning certification for district employee to expand TSP and other opportunities	Start: 7/08 End: 6/09	Kimberly Morse Rich Edlund	12 -	\$ 2,700



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Program Area: Conservation Reserve Program Lands Management (Takeout, Grazing, Weed Control)

Goal(s): By March 2013, there will be:

- through resolution and policy remove restriction on spraying CRP in spring with acres being taken out
- seed CRP with minimal soil disturbance
- through resolution and policy add grazing as a maintenance option for CRP without payment reduction
- through resolution and policy add grazing as a weed control option on CRP
- a demonstration site on grazing CRP

Funding Source(s): WSCC Farm Plan Grant; WSCC Good Governance Grant

Activities for FY2009	Target Dates	Person Responsible	Time (Days) Required	Estimated Funding
Work with Cattleman Assn & County Extension on data collection, documented sites on CRP	Start: 3/08 End: 6/09	Cory Aeschliman Tom Kammerzell	3 3	Volunteer Volunteer
Develop a concept paper (resolution) on CRP takeout, grazing and weed control – distribute to FSA, NRCS, Extension, WACD, Cattleman Assn, etc	Start: 7/08 End: 6/09	Kimberly Morse Tom Kammerzell	2 2	Volunteer Volunteer

Program Area: Manure Management

Goal(s): By March 2013, there will be:

- a demonstration project on manure management including data to prove that use of manure is beneficial to the soil
- 2,000 acres of marginal land treated with manure

Funding Source(s): WSCC Farm Plan Grant; WSCC Livestock Cost-Share Grant; DOE Centennial Clean Water Funds

Activities for FY2009	Target Dates	Person Responsible	Time (Days) Required	Estimated Funding
Research how manure management activities are being done in the areas similar to Whitman CD	Start: 7/08 End: 6/09	Walter Riley Kimberly Morse Technician	2 2 2	Volunteer \$ 500 \$ 500
Enlist producer interest in a manure management demonstration area	Start: 7/08 End: 6/09	Walter Riley Dennis Kincaid	2 2	Volunteer Volunteer



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Program Area: *Alternative Cropping and Marketing*

Goal(s): *By October 2008, complete the Oilseed Farm-to-Market Grant by:*

- *completing the final year of crushing oilseeds with producers on-farm*
- *completing a final report to include the agronomics, economics, marketability and feasibility of the project*

Funding Source(s): *Sustainable Agriculture, Research and Economics (SARE) Grant*

Activities for FY2009	Target Dates	Person Responsible	Time (Days) Required	Estimated Funding
Complete soil tests, crushing, economics, marketability and feasibility analysis	Start: 7/08 End: 12/08	Kimberly Morse Technician	50 50	\$12,800 \$ 9,800
Complete outreach activities as required by grant – meetings, fair, brochures, etc.	Start: 7/08 End: 12/08	Kimberly Morse Technician	10 4	\$ 3,200 \$ 900
Develop a business plan including options for oil seed crusher for when grant expires	Start: 7/08 End: 12/08	Board Members	1	Volunteer

Program Area: *Wildlife Management*

Goal(s): *By March 2013, there will be:*

- *by working with the Game Department, double the present number of doe permits and special hunts*
- *an additional 500 acres of wildlife plantings to improve bird habitat*

Funding Source(s): *WSCC Farm Plan Grant; Department of Fish and Game; Department of Fish and Wildlife*

Activities for FY2009	Target Dates	Person Responsible	Time (Days) Required	Estimated Funding
Host a board meeting with the local Fish and Game Officer to discuss the above goal items - additional special hunts and wildlife plantings	Start: 3/08 End: 6/09	Dennis Kincaid	1	Volunteer
Provide technical assistance and service for the Annual Plant Sale and guzzlers (when needed)	Start: 7/08 End: 4/09	Kimberly Morse Technician	10 5	\$ 2,200 \$ 1,100
Publish in The Steward / The Whitman County Gazette one article on wildlife and one on bird habitat plantings	Start: 7/08 End: 12/08	Kimberly Morse	2	\$ 700



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Program Area: *Air Quality*

Goal(s): *The District will continue to be a Burn Permit Authority, assisting 75 persons each year with the permitting process through March 2013.*

Funding Source(s): *Department of Ecology Burn Permit Program*

Activities for FY2009	Target Dates	Person Responsible	Time (Days) Required	Estimated Funding
<i>Provide technical assistance and service for the Burn Permit Program including alternatives to burning stubble</i>	<i>Start: 7/08 End: 6/09</i>	<i>Kimberly Morse</i>	<i>64</i>	<i>\$13,900</i>
<i>Compile existing research on the reduction in full field burning without tillage including advantages/disadvantages of moisture, soil health, economics, current practices, and post on WCD website</i>	<i>Start: 7/08 End: 6/09</i>	<i>Tami Stubbs Kimberly Morse</i>	<i>1 6</i>	<i>Volunteer \$ 1,300</i>
<i>Develop or use existing agriculture burning alternatives / recommendations handout</i>	<i>Start: 9/08 End: 6/09</i>	<i>Dennis Kincaid and Supervisors</i>	<i>1</i>	<i>Volunteer</i>



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Program Area: Education

Goal(s): By March 2013, there will be:

- a copy of *The Steward* received by all the people of the District (on newsletter mailing list) as time allows
- 10 educational shop talks and 5 tours
- attendance at the Board meetings by teachers in the District
- hosted speakers at the schools
- 500 youth reached with conservation education
- an increase in visualization of demonstration sites and practices with signage

Funding Source(s): WSCC Farm Plan Grant

Activities for FY2009: Adult	Target Dates	Person Responsible	Time (Days) Required	Estimated Funding
Co-sponsor the legislative relations session with the other SE Area Districts	Start: 7/08 End: 1/09	Kimberly Morse Board Members	2 1	\$ 500 \$ 200
Publish four informational / educational articles to <i>The Steward</i> / <i>The Whitman County Gazette</i>	Start: 7/08 End: 6/09	Kimberly Morse	4	\$ 1,000
Add all District people to <i>The Steward's</i> mailing list	Start: 7/08 End: 6/09	Kimberly Morse	26	\$ 5,700
Coordinate with other districts / agencies on informational / educational activities	Start: 7/08 End: 6/09	Kimberly Morse	6	\$ 1,300
Host and/or assist in having a booth at the Palouse Empire Fair	Start: 8/08 End: 9/09	Kimberly Morse	10	\$ 2,500
Activities for FY2009: Youth	Target Dates	Person Responsible	Time (Days) Required	Estimated Funding
Provide fifth grade conservation program to three district classes	Start: 3/09 End: 5/09	Kimberly Morse Technician	7 3	\$ 2,500 \$ 750
Provide sixth grade water quality awareness program to Lacrosse class	Start: 3/09 End: 5/09	Kimberly Morse Technician	2 1	\$ 900 \$ 250
Host and/or assist with the County High School Envirothon Contest	Start: 1/09 End: 5/09	Kimberly Morse	1	\$ 1,250
Host and/or assist with the County Land Judging Contest	Start: 7/08 End: 11/08	Kimberly Morse	1	\$ 1,250
Publish four informational / educational articles to <i>The Steward</i> / <i>The Whitman County Gazette</i>	Start: 7/08 End: 6/09	Kimberly Morse	4	\$ 1,100
Host / coordinate speakers to present at High School on local conservation	Start: 8/08 End: 9/09	Kimberly Morse	10	\$ 2,200



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Program Area: District Operations

Goal(s): By March 2013, there will be:

- in place complete effective and efficient operations including accounting; grant vouchering; personnel management; supervisor elections and appointments; training and development; and annual planning and reporting
- a continuation to strive for stable funding through grant funding, program development and contracting, exploring funding through fee for service, county funding and private funding sources

Funding Source(s): WSCC Farm Plan Grant; WSCC Good Governance Grant; Plant Sale and Contract Planting Programs; Technical Service Provider; Burn Permit Program

Activities for FY2009	Target Dates	Person Responsible	Time (Days) Required	Estimated Funding
District Operations:				
Hire technician	Start: 3/08 End: 6/08	Kimberly Morse Board Members	10 2	\$ 2,200 Volunteer
Complete District Budget	Start: 7/08 End: 10/08	Dennis Kincaid Kimberly Morse	1 2	Volunteer \$ 500
Review district law, rules, regulations annually	Start: 3/08 End: 6/09	Board Members District Staff	1 1	Volunteer \$ 500
Use the Washington State BARS Accounting System	Start: 7/08 End: 6/09	Kimberly Morse	12	\$ 2,600
Submit completed grant reports as required by the WSCC Grant Requirements	Start: 7/08 End: 6/09	Kimberly Morse	12	\$ 2,600
Submit completed grant vouchers as required by the WSCC Grant Requirements	Start: 7/08 End: 6/09	Kimberly Morse	12	\$ 2,600
Participate in the District Operations Review with the Regional Manager	Start: 4/09 End: 4/09	Board Member Kimberly Morse	1 2	Volunteer \$ 500
Participate in Commission Grant Reviews with the WSCC Grant Staff	Start: 7/09 End: 7/09	Board Member Kimberly Morse	1 2	Volunteer \$ 500
Complete the Annual Internal Audit	Start: 1/09 End: 4/09	Board Members Kimberly Morse	1 2	Volunteer \$ 500
Provide the home office for the SE Cluster Professional Engineer and administer the grant	Start: 7/08 End: 6/09	Kimberly Morse	12	\$ 2,600
Conduct monthly board meetings	Start: 7/08 End: 6/09	Board Members Kimberly Morse Technician	12 36 4	\$ 1,200 \$ 1,000 \$ 900
Create and maintain working relationships with other agencies regarding priority concerns and inter-office partnerships relations	Start: 7/08 End: 6/09	Board Members Kimberly Morse	12 12	Volunteer \$ 2,600
Complete district policy book	Start: 7/08 End: 6/09	Board Members Kimberly Morse	12 12	Volunteer \$ 2,600

Complete district equipment inventory	<i>Start: 7/08 End: 8/09</i>	<i>Kimberly Morse Technician</i>	<i>5 5</i>	<i>\$ 1,300 \$ 1,100</i>
Complete district workload analysis including positions with descriptions, workload, time management, priorities	<i>Start: 7/08 End: 6/09</i>	<i>Kimberly Morse</i>	<i>5</i>	<i>\$ 1,100</i>
Personnel Management:				
Employees attend the Washington Association of District Employees Annual Conference (WADE)	<i>Start: 6/09 End: 6/09</i>	<i>Kimberly Morse Technician</i>	<i>3 3</i>	<i>\$ 700 \$ 700</i>
Employees attend the Annual SE Area Meeting	<i>Start: 10/09 End: 10/09</i>	<i>Kimberly Morse Technician</i>	<i>1 1</i>	<i>\$ 250 \$ 250</i>
Employees attend appropriate seminars/meetings relating to priority areas of the district and/or district operations	<i>Start: 7/08 End: 6/09</i>	<i>Kimberly Morse Technician</i>	<i>12 12</i>	<i>\$2,600 \$2,600</i>
Board personnel contact	<i>Start: 7/08 End: 6/09</i>	<i>Dennis Kincaid</i>	<i>12</i>	<i>Volunteer</i>
Conduct annual employee evaluations	<i>Start: 5/09 End: 5/09</i>	<i>Board Members</i>	<i>1</i>	<i>Volunteer</i>
Supervisor Elections / Appointments:				
Conduct district elections as required by Washington State	<i>Start: 1/09 End: 3/09</i>	<i>Board Members Kimberly Morse</i>	<i>1 2</i>	<i>Volunteer \$ 500</i>
Conduct district appointments as required by Washington State	<i>Start: 1/09 End: 3/09</i>	<i>Board Members Kimberly Morse</i>	<i>1 1</i>	<i>Volunteer \$ 250</i>
Assist other districts as needed with their polling officer needs	<i>Start: 3/09 End: 3/09</i>	<i>Kimberly Morse</i>	<i>2</i>	<i>\$ 500</i>
Supervisor Training and Development:				
Attend the Washington Association of Conservation Districts Annual Convention	<i>Start: 11/08 End: 12/08</i>	<i>Board Members</i>	<i>2</i>	<i>\$ 1,000</i>
Attend the Washington Association of District Employees Annual Conference	<i>Start: 6/09 End: 6/09</i>	<i>Board Members</i>	<i>3</i>	<i>\$ 550</i>
Attend Annual SE Area Meeting	<i>Start: 10/08 End: 10/08</i>	<i>Board Members</i>	<i>1</i>	<i>\$ 300</i>
Attend Direct Seed Conference	<i>Start: 1/09 End: 1/09</i>	<i>Board Members</i>	<i>3</i>	<i>\$ 1,200</i>
Attend Regional Conservation Tours	<i>Start: 7/08 End: 6/09</i>	<i>Board Members</i>	<i>3</i>	<i>\$ 500</i>
Participate in New Supervisor Orientation	<i>As Needed</i>	<i>Board Members</i>	<i>As Needed</i>	<i>Volunteer</i>
Annual Planning and Reporting:				
Host 'stakeholders' meeting for input to the district annual plan	<i>Start: 2/09 End: 2/09</i>	<i>Board Members Kimberly Morse Technician</i>	<i>1 2 1</i>	<i>\$ 200 \$ 700 \$ 250</i>
Conduct an Annual Planning Session	<i>Start: 4/09 End: 4/09</i>	<i>Board Members Kimberly Morse Technician</i>	<i>1 2 1</i>	<i>\$ 200 \$ 700 \$ 250</i>
Complete and submit Annual Plan of Work	<i>Start: 3/09 End: 4/09</i>	<i>Board Members Kimberly Morse</i>	<i>1 4</i>	<i>Volunteer \$ 1,000</i>
Complete and submit Annual Report of Accomplishments	<i>Start: 10/08 End: 10/08</i>	<i>Board Members Kimberly Morse Technician</i>	<i>1 2 1</i>	<i>Volunteer \$ 500 \$ 250</i>

Complete and submit for Good Governance Grant	<i>Start: 5/09 End: 5/09</i>	<i>Board Members Kimberly Morse</i>	<i>1 2</i>	<i>Volunteer \$ 500</i>
Complete and submit Good Governance Grant reporting according to WSCC Grant Requirements	<i>Start: 12/08 End: 1/09</i>	<i>Kimberly Morse</i>	<i>2</i>	<i>\$ 500</i>
Complete and submit the Annual Financial Reports as required by WSCC and the Washington State Auditor	<i>Start: 5/09 End: 5/09</i>	<i>Kimberly Morse</i>	<i>5</i>	<i>\$ 1,100</i>
Income and Revenues:				
Apply for and secure Technical Assistance Grants	<i>Start: 7/08 End: 6/09</i>	<i>Kimberly Morse Technician</i>	<i>5 5</i>	<i>\$ 1,100 \$ 1,100</i>
Apply for and secure Cost-Share Assistance Grants	<i>Start: 7/08 End: 6/09</i>	<i>Kimberly Morse Technician</i>	<i>5 5</i>	<i>\$ 1,100 \$ 1,100</i>
Apply for and secure funding for identified district priority concerns	<i>Start 7/08: End: 6/09</i>	<i>Kimberly Morse Technician</i>	<i>5 5</i>	<i>\$ 1,100 \$ 1,100</i>
Conduct the Technical Service Provider Program (as time and financial incentives allow)	<i>Start: 7/08 End: 6/09</i>	<i>Kimberly Morse Technician</i>	<i>5 10</i>	<i>\$ 1,100 \$ 2,200</i>
Explore/create district service programs that are needed and will generate income	<i>Start: 7/08 End: 6/09</i>	<i>Board Members Kimberly Morse Technician</i>	<i>1 1 1</i>	<i>Volunteer \$ 250 \$ 250</i>
Explore additional funding sources from fee for products, county funding, private sources	<i>Start: 7/08 End: 6/09</i>	<i>Board Members Kimberly Morse Technician</i>	<i>2 2 2</i>	<i>Volunteer \$ 500 \$ 500</i>
Apply for and secure informational / educational grants	<i>Start: 7/08 End: 6/09</i>	<i>Kimberly Morse Technician</i>	<i>5 5</i>	<i>\$ 1,100 \$ 1,100</i>

Funding Levels include salary, travel, and supplies/materials. It does not include any anticipated cost-share money.